

## **I.S.P.C.**

### **August 11, 2005 Meeting Minutes**

**Attendees:** *Don Herz Ray Stevens, Dave Kroeker,, Randy Ober, Ken Kuszak, Terry Lowe, and Doug Thomas*

#### **Administration:**

##### ***Mental Health-HIPAA Related***

*We are meeting with Mental Health tomorrow morning. Ken has located 3 different typing tests to provide them for vocational training (very cost effective). We can donate the needed PC's which will not be on the network since they will be utilized by clients. The PC's do not have to be very powerful and it looks like they will be less than hundred dollars.*

##### ***Mayor's Office***

*We should be finished this week. The Mayor's office purchased 2 PC's and received 4 used machines to upgrade a number of old 350's, (6-7 years old). Planning has donated the computers to the Mayor's office.*

##### ***Lancaster Manor***

*This project is nearly completed. We still have around 2 to 3 PC's to install. One for residents to use to check email. This is a new (used), PC. This is an improvement to the old system where emails would go through the dietary email address. This gives the residents another option. The cost of the total project is about \$30,000. Gwen is under the impression that this money would not come out of the general fund. We will also be installing a new (used) PC for the dietary department. Right now 2 people are sharing one. The time clock is on a PC now and the room monitor is on a PC as well. We plan on moving those applications to recently installed machines. Many of the computers they had before were old computers (some over 10 years old). Generally, we have had positive feedback from the staff. Response time for the 2 people that use CICS is great. New printers will be installed and tested this week. We thought we had an agreement that one printer would be enough (central printer) but they need another printer. We hung on to an old County Assessor printer that we hope to use to meet this new need without having to purchase another new printer. In the next month or so Information Services will put the costs together with detail and forward it to the Commissioners.*

#### **Networking:**

##### ***Wireless***

*We have installed a wireless hub in the mayors office for Rick Hoppe. We also installed a wireless hub in the radio shop. By putting the wireless hub in the garage, users not longer need to license both desktops and laptops.*

##### ***Time Warner***

*We think we are getting close to a sizeable check to work on improving the network, (fiber and switch hardware). Initially, we were just going to work on the Fiber infrastructure. Steve and Vince worked with Time Warner and now we can use anything on the network(Backbone). This will help us buy switches. We can not buy miscellaneous items, it must be network related. This*

money arrangement is not very similar to the one in 1990. As long as it enhances the WAN and/or LAN it is acceptable. We are hoping to get \$750,000. We need to upgrade switches. If we purchased 7 core switches at \$50,000 to \$60,000/per. We could potentially also close the two spokes from the Hall of Justice to Fire 1 to Health; and the spoke from the Hall of Justice to F St. Rec center to Trabert Hall to Mental Health and the Manor. This would turn two spokes into one self healing loop. In addition, we're interested in our westerly route from the Hall of Justice to K Street to StarTran to Cherry Creek (Disaster Recovery Site). This would create another self healing loop from two spokes. I believe CIC is getting broadcast money as well. While this is not a done deal it does appear we're getting closer, and I don't believe this piece is a stumbling block.

## **Applications Development:**

### ***Parking Garage***

We have made significant progress on this project. The "draw down cards" have magnetic strips for ID purposes. The people prepay for parking and then draw it down as they use the parking facilities. The user can receive a 20% discount (get \$100 worth of parking for \$80), to help motivate people to start using this system. Right now we are at the "building" process for this project. We will need to meet with Wells Fargo to do their actuarial review to figure out what associated costs will be associated with these items.

### ***Water eBill***

We continue to work on the ebill application. This should be implemented shortly. Residences using this feature will not have to pay convenience fees as Public Works feels they will save enough costs in other areas (creating, printing, mailing bills and having to manually handle the payments either via over counter or mail), to receive the amount net of the fee that goes to Wells Fargo and the Credit Card companies.

### ***County Micro Computer Requests for 2005/06***

Will need to meet on the 25<sup>th</sup> to discuss handouts(including flat panels). Ken or Doug will be at meeting.

### ***Life View HR***

In the current year there was approximately \$46,000 in City General Expense and \$23,000 in the County Development Fund to be used in the development project. Unfortunately the development has not occurred as quickly as we anticipated. To further complicate things IS failed to have Dave encumber/carry over the \$23,000 into the 05/06 year. Since the City is still operating out of 04/05 Steve was able to carry over the \$46,000 City portion into next year. Information Services still feels this is a project worth implementing. What this project would do is help with the paper flow in certain areas such as: self help/payroll clerk, change of address, married status changes. The benefit of this system would have less paper flow and have data make its way through system quicker.

We think there may be enough savings in the GA development to cover these lost County dollars to fund the County's share of the new Life View product.

### **General Assistance**

*Scott has met with the Health Department but still needs to get back together with Garry Chalupa and his staff to make sure that we've got the requirements portion of the project complete. Based on preliminary feedback we think the Garry's requests will be minimal. Our preliminary analysis indicates that we're probably looking at something in the neighborhood of programs.*

### **Web Pages**

*We have created some new departmental level home pages and are currently working with a couple departments to put them in production. Next week will meet with Dave Shively (County Election Commissioner), to revamp his department's web pages. We have already revamped the County Attorney's Office Home Page. Gary didn't select our preferred page (with left hand, side navigation), but we did get him to not include "flash" pages.*

### **Notes Administration**

*Nick Wemhoff went to the notes administration training, however, due to other projects we have had to put the transition to him taking over off a few weeks. Right now Ken's staff has been doing the notes administration and in the not too distant future, Nick will assume the central administration duties.*

### **A.C.T.I.O.N. Update**

*The A.C.T.I.O.N. center training is currently underway and every user liaisons will be trained by end of month. Therefore, if the Mayor desires this to go into production on the first day of the Fiscal Year it can be done. The Departments now have the pages in their possession and should be verifying the accuracy of the content. Phase II is not currently being worked on. This involves Lin Quenser's requirements.*

### **Fire Prime System**

*Implementation is going better now. The troubleshooting tech from the vendor was on site and concurred with us that the problems were not related to "rights", as other techs from EMS Pro has suspected. The major issue he identified was the one we discussed 6 weeks ago that relates to the medics not signing off of the application gracefully. They were just closing the window rather than signing out of the application. This lead to incidents being locked out for future access.*

### **Parking Tickets**

*We have received all the printers and attachments. The bid was awarded last week for the hardware. We faxed an order out to California. as soon as they process the order they will be able to tell us a delivery date. Our projection date on training with the PSO's is labor day weekend and will be live the following day. The only two issues that would delay the projection date is not receiving the hardware and/or ticket paper. The Violations Bureau continues to test the functions of the new application.*

### **Technical Support**

#### ***New IBM Processor***

*The implementation was a success. We have seen a 25% better CICS response times. Print*

*times are better.*

### ***Utilizations***

*The disk utilization is high on the JDE City AS400. Currently it is at 75%, and we're going to have to start doing some analysis regarding what needs to be done to expand their disk capabilities. Originally, we were told the only way to install additional drives, would involve unloaded all the data via a full back up, snap in the disk and then do a full restore. It sounds like it might now be possible to simply install the new drive and let the machine add the drive with no human intervention or down time. Clearly it that is the case this will be easy with a pretty minimal cost.*

### ***Next Meeting***

*September 8, 2005*